

POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION (PRTC)

OFFICIAL COMMISSION MEETING

MINUTES

DATE: September 9, 2010
TIME: 7:00 p.m.
LOCATION: PRTC Transit Center
14700 Potomac Mills Road, 2nd Floor
Woodbridge, VA 22192-6811

1. CALL TO ORDER

Chairman May called the meeting to order at 7:00 p.m., with a quorum present.

2. ROLL CALL

MEMBERS PRESENT

*Richard Anderson	Virginia House of Delegates (arrived at 7:15 p.m.)
*Maureen Caddigan	Prince William County
*Wally Covington	Prince William County
*Corey Hill	Department of Rail & Public Transportation
*Fred Howe	City of Fredericksburg
*John Jenkins	Prince William County
*Jerry Logan, Secretary	Spotsylvania County
*Michael May, Chairman	Prince William County
*Jackson Miller	Virginia House of Delegates
*Martin Nohe	Prince William County (departed at 7:35 p.m.)
*Susan Stimpson	Stafford County
*Jonathan Way, Vice Chairman	City of Manassas

ALTERNATES PRESENT

*Hilda Barg	Prince William County
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STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Monica Backmon	PWC Regional Transportation Planner
Art Clark	FIRST TRANSIT Safety & Training Manager

Doris Chism
Joyce Embrey
Althea Evans
Anthony Foster
Shanta Garth
Al Harf
Angela Horan
Robb Howell
Todd Johnson
Ken Jones
Ryan Jones
Bob Liebbrandt
Eric Marx
Tim McCann
Holly Morello
Ginger Murphy
Paul Pitchke
Chuck Steigerwald
Dale Zehner

PRTC Dir., Customer Service & Dispatch
PRTC Dir., Finance & Administration
PRTC Dir., Marketing & Communications
PRTC Transportation Project Manager
FIRST TRANSIT AGM-Accounting & Admin.
PRTC Executive Director
PRTC Legal Counsel
FIRST TRANSIT General Manager
FIRST TRANSIT Maintenance Manager
PRTC Dispatch Supervisor
PRTC Special Projects Coordinator
PWC Budget & Analysis
PRTC Dir., Planning & Operations
FIRST TRANSIT Region Vice President
PRTC Rideshare Specialist
PRTC Transit Operations Planner
FIRST TRANSIT AGM-Operations
PRTC Manager of Planning & Quality Assurance
VRE Chief Executive Officer

MEMBERS ABSENT

*Frank Jones, Immediate Past Chmn	City of Manassas Park
*Paul Milde, Treasurer	Stafford County
*Frank Principi	Prince William County
*Toddy Puller	Virginia Senate
*Gary Skinner	Spotsylvania County

ALTERNATES ABSENT

Ateeb Ahmad	Prince William County
David Awbrey	Department of Rail & Public Transportation
Hap Connors	Spotsylvania County
Harry Crisp	Stafford County
Mark Dudenhefer	Stafford County
Brad Ellis	City of Fredericksburg
Darrell Feasel	Department of Rail & Public Transportation
Lorraine Lasch	Prince William County
Suhas Naddoni	City of Manassas Park
Hal Parrish	City of Manassas
Benjamin Pitts	Spotsylvania County
Sorine Preli	Prince William County
Corey Stewart	Prince William County
John Stirrup	Prince William County
William Wren	City of Manassas Park

*Voting Member

Commissioner Caddigan moved, with a second by Commissioner Stimpson, to approve the Minutes, as presented. There was no discussion on the motion. (CADDIGAN\STIMPSON; WITH MAJORITY VOTE, BARG/HOWE/JENKINS/NOHE ABSTAINED)

8. AGENDA APPROVAL

RES 10-09-02 Agenda of September 9, 2010.
[PRTC\Agenda]

Commissioner Jenkins moved, with a second by Commissioner Covington, to approve the Agenda, as presented. There was no discussion on the motion. (JENKINS\COVINGTON, UNANIMOUS)

9. CONSENT AGENDA APPROVAL

RES 10-09-03 Consent Agenda of September 9, 2010.
[PRTC\Consent Agenda]

Commissioner Nohe moved, with a second by Commissioner Caddigan, to approve the Consent Agenda, as presented. (NOHE\CADDIGAN, UNANIMOUS)

RES 10-09-04 A. Treasurer's Report.
[PRTC\Finance]

Commissioner Nohe moved, with a second by Commissioner Caddigan, to accept the Treasurer's Report for the period ended May 31 and June 30, 2010. (NOHE\CADDIGAN, UNANIMOUS)

RES 10-09-05 B. Advertise for Procurement of HVAC Services.
[PRTC\HVAC]

Commissioner Nohe moved, with a second by Commissioner Caddigan, to advertise for bids to sustain heating, ventilation, and air conditioning (HVAC) services at the PRTC Transit Center. (NOHE\CADDIGAN, UNANIMOUS)

10. VIRGINIA RAILWAY EXPRESS (VRE)

[VRE\Info] A. Operations Board Meeting Agenda and Minutes of
August 20, 2010. There were no comments.

[VRE\Info] B. Chief Executive Officer's Report (7-10).

Mr. Zehner reported that system-wide on-time performance dipped to 63% in July. It improved to 72% system-wide in early August and reached 90% last week. A combination of factors affected on-time performance including four major storms, brush fires, track congestion, signalization failures, a freight derailment, and other mechanical/operations issues. To address the mechanical issues, Keolis brought in four highly skilled mechanics to fix problems quickly and efficiently. The freight derailment occurred on August 5th near Quantico resulting in service being cancelled on the Fredericksburg Line, with substitute bus service that PRTC choreographed. Despite these obstacles, ridership through the summer months remained above 17,000 (August being the eighth consecutive month where average daily ridership was above 17,000). Ridership during the month of August is 12% higher compared to the same period last year.

Mr. Zehner went on to report that the new VRE Express Train began service July 19th on the Fredericksburg line. Because of demand, the three-car train set has been converted to a four-car train set.

Moving to another subject, Mr. Zehner reported a ribbon cutting ceremony was held for VRE's new locomotive on Friday, July 30th in Alexandria. Senator Jim Webb was the key note speaker and was joined by other congressional members from Virginia and Idaho. The new locomotive is in service on the Fredericksburg line and occasionally operates on the Manassas Line. VRE is expecting delivery of 19 new locomotives with the second locomotive arriving in December followed by the delivery of two locomotives every two weeks until June 2011.

Mr. Zehner reported that Congressman Gerald Connolly rode the VRE from the Brooke and Broad Run Stations on August 31st and the OmniRide bus service on August 30th in an effort to experience first-hand commuters' experiences.

Commissioner Richard Anderson arrived at 7:15 p.m. during the VRE Chief Executive Officer's Report and was absent on the votes for Items 7, 8, 9, 9-A, and 9-B.

[VRE\Info] C. Caroline County. There were no comments.

RES 10-09-06 D. Referral of Preliminary FY 2012 VRE Operating and Capital
[VRE\ Budget] Budget to the Commissions.

Commissioner Jenkins moved, with a second by Commissioner Caddigan, to authorize the transmittal of the preliminary budget to the PRTC member jurisdictions for review, formally launching the Master Agreement-prescribed review process that will culminate in a recommended budget for the VRE Operations Board's consideration in December 2010 and the PRTC Board's consideration thereafter. There was no discussion on the motion. (JENKINS\CADDIGAN, UNANIMOUS)

11. CHAIRMAN'S TIME

- [PRTC\Info] A. Welcome Newly Appointed PRTC/VRE Board Member
Fred Howe Representing the City of Fredericksburg.

Chairman May welcomed Fred Howe, a new Board Member representing the City of Fredericksburg replacing Matt Kelly. He also welcomed back Commissioner Hilda Barg sitting in for Commissioner Principi this evening.

- [PRTC\Info] B. Expression of Appreciation.

Chairman May recognized PRTC Manager of Planning and Quality Assurance Charles Steigerwald for ten years of service with PRTC. Mr. Steigerwald was presented with a token of appreciation and certificate on behalf of the Commission.

12. EXECUTIVE DIRECTOR'S TIME

- [PRTC\Info] A. Executive Director's Report.

Mr. Harf reported that PRTC is awaiting word from the USDOT about PRTC's "State-of-Good-Repair" application seeking \$6.7 million of discretionary funding for the ongoing MCI overhaul campaign. If awarded, the grant would bankroll the balance of the mid-life bus overhaul program. Award announcements are expected by the end of September.

Mr. Harf went on to report that management has reviewed the latest set of "governmental reform" ideas (administrative), an action item appearing elsewhere on this month's Commission Agenda seeking the Board's authorization to transmit PRTC's reactions to Virginia Transportation Secretary Connaughton.

On another subject, Mr. Harf reported that PRTC/NVTC staff, together with representatives of PRTC's member jurisdictions, met on August 23rd with Taxation staff to discuss fuel tax collection/posting concerns. A follow up meeting occurred at PRTC on September 7th to discuss the "suggestion" list staff furnished at the August 23rd meeting. A detailed summary of the follow-up meeting has been provided as a "blue-sheeted" handout.

Mr. Harf explained that PRTC continues to lock in fuel "futures" as far into the future as possible, confined by the fact PRTC's fuel contract expires in November 2011. Because PRTC's fuel lock-ins are "wet futures," the fuel supplier purchases the futures contracts and delivers them to PRTC at an established price, PRTC is not in a position to lock in fuel futures contracts beyond November 2011. In order to do so, PRTC needs to arrange for a fuel supplier that post dates the expiration of an existing contract, which is being explored.

Continuing, Mr. Harf reported that PRTC has finalized responses to two audits that VDRPT and the Federal Transit Administration (FTA) conducted. The FTA audit focused on VRE grant matters and faulted certain aspects of financial controls pertaining to grants awarded

for VRE purposes. PRTC's responses to the two audits appear as an attachment to the Executive Director's Report.

Mr. Harf reported that VDOT has issued its Environmental Assessment (EA) for the southerly segment of the I-95 HOT Lanes project and went on to explain that the project is divided in two parts -- the northerly segment which is currently in a holding pattern after receiving environmental clearance (on account of a lawsuit Arlington County brought against the state and FHWA and Fluor/Transurban's inability to conclude the financing); and the subject southerly segment. The state is reportedly attempting to resurrect the northerly segment by seeking a possible settlement with Arlington County and by refashioning the project to make it more financially viable.

Mr. Harf went on to observe that the production of an EA for the southerly segment is in keeping with the state's contention that the northerly and southerly segments of the HOT Lanes project are independent of one other and could be constructed independently, a contention which is questionable on financial grounds (is it really possible to construct the southerly segment without the toll revenue stream from the northerly segment). Mr. Harf also noted that a southerly segment alone would seemingly compound the traffic difficulties present at the southerly end of the HOV lanes in Dumfries since the traffic in the AM would have no place to disperse northbound if the northerly segment is not built. Mr. Harf then asked whether it would be PRTC's member jurisdictions' desire for the Commission to prepare comments about the southerly segment as part of the public review process. VDOT is planning to hold a series of citizen information meetings along the corridor to solicit public comments on the EA.

Commissioner Nohe agreed with Mr. Harf's observations. He went on to say that community, commuter, and legislative political support was garnered south of Prince William County for the project by offering Stafford, Fredericksburg, Spotsylvania, and Henrico County much needed traffic relief, with the implicit assumption that both segments would be built. Commissioner Nohe went on to say that points-of-view about the southerly segment on a stand-alone basis may well be different, and noted that Prince William County is on record opposing the northerly segment but has not seen fit as yet to express a point-of-view about the southerly segment. The ensuing exchange among the Commission members led to a conclusion that PRTC would continue to monitor developments and confer further with the Commission about the advisability of PRTC taking a position once the public review process is underway.

Secretary Logan announced that the new George Washington Toll Road Authority (GWTRA) is operational as of today. He went on to explain that the GWTRA plans to robustly move forward with the toll road project in Spotsylvania County and the City of Fredericksburg, which includes two additional lanes across the Rappahannock River including major upgrades at the I-95/Rt. 17 interchange. Secretary Logan asked about the compatibility of the toll road project and the HOT lanes southerly segment, to which Mr. Harf replied that jurisdictional staff and the FAMPO (MPO) are looking at this.

Commissioner Stimpson noted there is interest among the Stafford Board of County Supervisors to participate in the GWTRA to complete the project. To date, only discussion has taken place, but the Board seems to be moving in that direction. Mr. Harf asked if the Board would be seeking a legislative change that will extend the reach of what can be tolled. Commissioner Stimpson replied "yes."

[PRTC\Action] B. Action Items:

RES 10-09-07
[PRTC\OmniLink]

1. OmniLink On-Time Performance and Call Center Management Challenges – Remedial Action plan.

Commissioner Covington moved, with a second by Vice Chairman Way, to approve a remedial action plan to address the OmniLink on-time performance and call volume challenges on an interim basis. There was no discussion on the motion. (COVINGTON\WAY, UNANIMOUS)

RES 10-09-08
[PRTC\Trapeze]

2. Trapeze Software Acquisition on a Sole-Source Basis.

Commissioner Caddigan moved, with a second by Commissioner Stimpson, to authorize the acquisition of three software modules on a sole-source basis at a cost of \$265,996. There was no discussion on the motion. (CADDIGANSTIMPSON, UNANIMOUS)

RES 10-09-09
[PRTC\Bylaws]

3. PRTC Bylaws Amendments – First Reading.

Commissioner Caddigan, moved with a second Vice Chairman Way, to direct management to schedule the proposed Bylaws amendments for a second reading and action by the Commission at its October meeting. There was no discussion on the motion. (CADDIGAN/WAY, UNANIMOUS)

RES 10-09-10
[PRTC\CMAQ]

4. FY 2012 RSTP/CMAQ PRTC Funding Requests.

Mr. Harf explained that CMAQ funds are allocated regionally by VDOT and each region then determines how its funds will be distributed. PRTC is seeking funds for buses and ridesharing.

Commissioner Caddigan moved, with a second by Commissioner Barg, to endorse the proposed projects for regional consideration by the NVTa for FY 2012 Federal CMAQ funds. There was no discussion on the motion. (CADDIGANBARG, UNANIMOUS)

RES 10-09-11 5. PRTC Reactions to Virginia Secretary Connaugh-
[PRTC\Government Reform] ton's Government Reform Administrative Ideas.

Commissioner Stimpson moved, with a second by Commissioner Covington, to authorize the transmittal of PRTC's reactions to Virginia Transportation Secretary Connaughton's "administrative governmental reform" ideas. There was no discussion on the motion. (STIMPSON\COVINGTON, UNANIMOUS)

Commissioner Martin Nohe departed at 7:35 p.m. and was absent on the vote for Items 12-B.1 through 12-B.5.

[PRTC\Info] C. Information Items:

1. Meeting with Virginia Department of Taxation and Next Steps. Mr. Harf noted that a summary has been provided as a "blue-sheeted" handout highlighting recent discussions with Taxation about fuel tax collections/postings.
2. Response from Acting Director, Defense Facilities Directorate Sajeel Ahmed re New Security Configuration at the Pentagon Transit Center. There were no comments.
3. Response from PRTC re Resumption of Interest in Joining PRTC – Fauquier County. There were no comments.
4. GAO-10-780 – Highway Trust Fund – Nearly All States Receive More Funding Than They Contributed in Highway Taxes since 2005. There were no comments.
5. Intercity Passenger Rail in Virginia: What's on Track for the Future? There were no comments.
6. Winning the battle with traffic congestion – The benefits of accurate transport pricing. There were no comments.
7. PRTC Service Performance Reports. There were no comments.
8. PRTC Budget-to-Actual Comparison. There were no comments.
9. Government Reform to Combine NVTA, NVTC, and PRTC. There were no comments.
10. Communications:
 - a. Related to Funding. There were no comments.
 - b. Related to Jurisdiction. There were no comments.
 - c. General Interest. There were no comments.

13. OTHER BUSINESS/COMMISSIONERS' TIME

At this time, Mr. Harf introduced PRTC's new Rideshare Specialist Holly Morello.

There was no other business to come before the Commission.

14. ADJOURNMENT

There being no further business to come before the Commission, Chairman May adjourned the meeting at 7:40 p.m.

NEXT MEETING: Thursday, October 7, 2010, 7:00 p.m.

LOCATION: PRTC Transit Center
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